

Department of Art & Design

Assignment

Date: 21/08/2020

Course Details

Course Title: Business English

Module: 2

Total Marks: 30

Student Details

Name:

Student ID:

Note: **Plagiarized work is not acceptable.**

Q1. If you run a business, what you have to tell employees about benefits of effective communication in the work place?	Marks 10
Q2. Describe in detail an essential integrant involved in the communication process.	Marks 10
Q3. In many communications, the message may not be received exactly the way the sender intended. What are the common barriers to effective communication?	Marks 10